

Procurement News – Near and FAR

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In this edition, you'll find articles about the Treasury A-76 process, the Treasury Acquisition Institute, as well as our standard feature articles. News from the bureaus and from the electronic commerce world round out this edition.

Mary Lou Alderman will be the editor for the next issue. Please submit articles by mid-January, 2002. You may e-mail your articles to: mary.lou.alderman@do.treas.gov. Mary Lou can also be reached on 202-622-0803.

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THE DIRECTOR'S CORNER

By Corey Rindner,
Procurement Executive

Like everyone, I was shocked at the destruction and loss of life on September 11, 2001 resulting from terrorist assaults on the World Trade Center and the Pentagon. My thoughts and prayers are with the victims and their families.

As we move forward, we need to emphasize the importance of our role as business advisors at Treasury. The President and Congress will establish programs to enhance the national security and to contain the terrorist threat. Treasury enforcement bureaus will no doubt play a critical role in providing future security and will assist in investigations. This will require the acquisition of goods and services to replace equipment that was damaged in the attacks as well as to support future missions. These procurements need to be timely and cost effective. Contracting professionals should be familiar with the authorities allowing for expedited procurements for urgent and compelling reasons.

Treasury's procurement business advisors also must play a role in assisting their bureaus as they explore the best mix of government personnel vs. contractor personnel, the A-76 Competitive Sourcing process. Procurement personnel can play a role by assisting their bureaus in implementing the competitive

acquisition of commercial activities. We can help in developing performance work statements and performing market research to determine the nature of the market and potential vendors. We can be of value by assisting in the development of government cost estimates and guarding against conflicts of interest in preparation of government bids and during evaluation of public/private offers. And finally, we can make certain that the value selected is the value received by managing the resulting acquisitions, whether the government or a contractor wins them.



TREASURY ACQUISITION INSTITUTE

by Jodi Stark

Look out fiscal year 2002! The Treasury Acquisition Institute (TAI) is offering nearly 80 courses designed with the needs of today's Treasury acquisition professionals in mind. TAI's FY2002 Catalog can be found the TAI Internet web pages at www.procurement.irs.treas.gov/tai.htm and Intra net

at <http://awss.procurement.irs.gov/tai.htm>. This year's catalog of courses is conveniently grouped into 5 very important and essential categories. *Basic Acquisition Courses for Procurement Personnel* contains the "CON" courses that every acquisition professional needs. *Basic Acquisition Courses for Technical Personnel Involved in the Acquisition Process* features a suite of courses, such as "COTR Training" and "Writing Performance-Based Work Statements", designed to accommodate everyone involved in the acquisition process. TAI's *Specialized Courses for Acquisition Personnel* are in-line with the Bush administration's government-wide initiatives and include several A-76 Contracting courses. TAI's *Personal Development Courses* such as "First Impressions – Customer Service" and "7 Habits of Highly Effective People" are as good as ever. In addition, TAI is offering a variety of valuable *Project Management Courses*

including "Information Technology Project Management and Risk Management."

The staff at TAI invites you to check out the complete list of courses, a menu of important training information and other valuable resources on the TAI Web Internet or Intranet Web. As always, TAI's mission is to obtain cost-effective training solutions, to ensure that all participating agencies and organizations receive the finest acquisition training, and to develop **world-class** acquisition professionals. For almost a decade now, TAI has successfully coordinated and lead Departmental and Bureau efforts to obtain the best training possible for their acquisition professionals, including acquisition professionals from over 15 other agencies and organizations - and it just keeps getting better and better!

Registration for all courses for FY2002 at TAI begins on September 18, 2001. TAI's staff is available to assist you in any way we can. Any registration questions can be directed to Diana Allison at (202) 283-1674. As always, TAI welcomes your continued input to our program and hope that you will let us know how we may better serve you. We are committed to assisting you in your efforts to achieve outstanding performance, career success and obtain the very best in acquisition training! TAI looks forward to seeing you in FY2002 and we want to thank everyone for your continued support!

OFFICE OF SMALL BUSINESS DEVELOPMENT

JWOD WORKS FOR AMERICA

by Jody Falvey

The Javits-Wagner-O'Day (JWOD) Program, which provides employment and job training for people who are blind or who have other severe disabilities, is celebrating 30 years of service during National JWOD Week from October 6-14, 2001. This year's theme, "JWOD Works for America" addresses the need to increase independence and self esteem by helping these individuals enjoy full participation in their community and market their JWOD skills into

other public/private sector jobs. Through the JWOD program, more than 36,000 people who are blind or have other disabilities produce products and provide services to the federal government.

According to the 2000 National Organization on Disability/Harris Survey, only three out of ten people with severe disabilities are employed. However, over 600 community-based agencies across the nation continually strive to increase the number of people who are blind or have other severe disabilities employed on federal contracts under the program.

Within the twelve bureaus of Treasury, we buy a variety of products and services. Contracts for services include: grounds maintenance at Secret Service, Mint, and Bureau of Public Debt, mail and janitorial services at several Customs Service and BPD offices, gift shop and mail order services as well as elevator operation services at the Bureau of Engraving and Printing. We should all be buying our office supplies from JWOD sources. To view the Procurement list, just click on: http://www.jwod.gov/jwod/p_and_s/p_and_s.htm.

The results are high quality products and services for the federal government and greater independence for people with disabilities.

Consider the following facts:

- The JWOD Program, a priority source of supply for federal customers, makes it easy to do the right thing by offering an array of quality products and services delivered on time and at reasonable prices.
- People with severe disabilities employed through the JWOD Program gain long-term work experience and marketable job skills, reduce their reliance on government entitlement payments and increase tax revenues.
- JWOD sales account for less than one half of one percent of all federal procurement dollars spent—in order to meet the Program's new goal of 50,000 jobs by 2003, federal customers are asked to remember JWOD as they make their contracting and purchasing decisions.

- Adaptive technologies and equipment make it easier than ever for people with severe disabilities to provide needed products and services to their federal customers. Before determining whether or not a new contract is suitable for the JWOD Program, be sure to contact NIB or NISH to learn more about the latest JWOD-participating nonprofit capabilities.

- Contracting with the JWOD Program reduces paperwork and pre/post-award costs through long-term contracts, while providing federal customers with central points of contact that solve problems and facilitate action.

- To help meet federal customers' paperless acquisition needs, JWOD products can be purchased through e-commerce portals such as www.jwod.com, www.gsaadvantage.gov, and those of authorized JWOD distributors.

- JWOD paper products meet the Minimum Recycled Content Standard for Printing and Writing Paper as specified by Executive Order 13101.

- The JWOD Program strives to reduce the alarmingly high unemployment rate (70 percent) faced by individuals with severe disabilities with its new goal of providing 50,000 jobs by 2003.

If you have any questions, please email me at jody.falvey@do.treas.gov or call me at (202) 622-2826.

“WE GOT GAME”!

by Dan Sturdivant

The WNBA (Women's National Basketball Association), this past season, used the analogy, “We Got Game” to describe their parity with the men of the National Basketball Association (NBA).

In the September 10, 2001, Business Section of the *Washington Post*, the annual “report card” on the top Major Federal Executive Procurement Agencies was issued by the ranking member on the House Small Business Committee. The Department of the Treasury's, Office of Small Business Development,

received a "C". The report card graded the 21 largest Federal agencies, none of which scored an "A". There were 3 "B's", 13 "C's", and 5 "D's". The process by which that grade was determined hasn't been revealed, but we, the staff of the Treasury Office of Small Business Development, offer the following information that speaks very well for the accomplishments of the office. As they say it's the "rest of the story.....".

FACT: Treasury accomplishments exceed the Governmentwide results in the following categories:

Small Business Prime Contracts:

Governmentwide 22.3% **Treasury 32.1%**

Small Disadvantaged Business Prime Contracts:

Governmentwide 6.5% **Treasury 11.0%**

Women-Owned Small Business Prime Contracts:

Governmentwide 2.3% **Treasury 5.8%**

Small Business Subcontracts:

Governmentwide 39.7% **Treasury 43.0%**

Small Disadvantaged Business Subcontracts:

Governmentwide 6.7% **Treasury 10.9%**

Women-Owned Small Business Subcontracts:

Governmentwide 4.7% **Treasury 6.9%**

Source: Federal Procurement Data System (Data as of 08/13/01)

FACT: Treasury's (often imitated, but never duplicated) Monthly Vendor Outreach Sessions, (VOS) have been expanded to include a Women-Owned Business (VOS, two IT Program Manager VOS's (June & December), two Prime Contractor VOS's (May & November), and a Service Disabled Veterans' VOS.

FACT: Treasury's Office of Small Business Development coordinates two out-of-town VOS events each year, in areas where Treasury has a procurement presence.

FACT: Treasury's Office of Small Business Development prepares, publishes and disseminates Treasury's small business marketing publications by October 1, in accordance with PL 100-656, in web site and hard copy versions. This includes the Forecast of Contracting Opportunities, Subcontracting Opportunities Directory, and Top 25 Historical Data Report. No other Government agency publishes this quantity of information, nor do they have the required "Forecast" out as early in the year.

FACT: Treasury's Mentor-Protégé Program, which is just over 2 years old, counsels potential participants, reviews and approves applications, as well as monitors the results. The Program, under the auspices of Ms. Jody Falvey, our Mentor-Protégé Program Manager, now has over 30 Mentor-Protégé relationships in place.

FACT: Treasury's Office of Small Business Development coordinates & manages the Annual OSDBU Director's Interagency Council Conference for all of the Major Federal Executive OSDBU Offices. This conference is the largest one-day conference in America!

FACT: Treasury's Office of Small Business Development is an integral part of the OSDBU Director's Interagency Council. Its Director, Kevin Boshears, serves as the Council's Vice-Chairman, and Dan Sturdivant is the Chairman of the Council's Outreach Committee. Treasury also plays host to the Council's meeting every August.

FACT: Treasury's Office of Small Business Development was the Small Business Administration's winner of the prestigious Frances Perkins Vanguard Award in 2000. Frances Perkins, was the first woman to hold a Cabinet-level position, and she was a reformer who brought to her post a commitment to women's issues. The award is based on an agency's significant endeavors to utilize women-owned small businesses in prime and subcontracting programs. The evaluation criteria included elements of leadership, advocacy, innovation and implementation.

FACT: In a July 27, 2001 article in Government Executive Magazine, Treasury was cited as only one-of-four agencies in compliance with the 5 % mandates for both prime contracts and subcontracts to women-owned businesses.

So as any astute, small business savvy, individual can plainly see, Treasury's Office of Small Business Development, has proven that it too can proudly say, "We Got Game!"

ELECTRONIC COMMERCE NEWS

Do You Know Today's FedBizOpps?

by Richard Miller



Treasury procurement offices have now been using FedBizOpps for at least two years...BEP & USSS even longer! So, what's new with it? What can you do today that you couldn't two years ago?

A few of the newest features that you should explore include:

- Full Text Search
- A Change Management Plan in effect to convert your ideas to system enhancements
- Search by Type of Set-Aside and Place-of-Performance
- Web access to the Help Desk Ticket List

Coming within the next few months will also be:

- Automatic Long-Term Archiving without Need for User Action
- Buyer Successful Posting Email Notification

For the next few months, the FBO Project Team will be focusing on readying the system in all possible ways for the full government workload effective January 1, 2002, when the CBD ceases to be the official means for posting FAR-required synopses.

This is not to say that FBO hasn't been without its problems on specific functions necessary to good

procurement processing. Please keep up your contacts with the Help Desk to resolve problems. If not successful there, please let me know at richard.miller@do.treas.gov. I can support resolution through the Interdepartmental User Group for matters that the Help Desk does not resolve after sufficient opportunity.

Central Contractor Registration System...Vendor Data Made Easy

by Richard Miller

Congratulations to the Comptroller of the Currency Acquisition Services Division on being the first Treasury bureau...and one of the few federal organizations...to have an electronic interface with the Central Contractor Registration (CCR) System. In fact, as of October 1st of this year, it may be the ONLY federal organization with a CCR data feed directly into BOTH its core financial system (PeopleSoft Financials) and its new contract writing system (SAP's IPRO).

What this means for OCC is that it will be able to tap the DOD CCR vendor database of 180,000 active vendors for a wide range of vendor data to assist identification, registration, product category searches, and Electronic Funds Transfer (EFT). With nightly database updates entered by the vendors themselves into CCR and cross-checked against Dun & Bradstreet's database, OCC can trust the data accuracy and reliability.

On June 8th of this year, OMB mandated use of the CCR by October 1, 2002, for vendor registration for all federal agencies. By that deadline, we expect only OCC to have an electronic interface, but all other bureaus are moving in that direction. In the meantime, they will adopt CCR Tools, which is the Web-based access to the same CCR database. Both procurement and finance staff will be able to gain full access through a simple registration process with the DOD.

We expect to see an end to the sometimes obnoxious process of obtaining and using reliable vendor data for identification and EFT! Additional information on Treasury's CCR implementation

will soon be available at the Office of Procurement Web site at www.treas.gov. Or, contact me at richard.miller@do.treas.gov.

Section 508...What's Significant for Treasury Three Months After Kick-Off?

by Richard Miller

Looking back over the first three months of Section 508 implementation through the FAR dating from June 25, 2001, a few repetitive themes have emerged from the questions and issues raised by bureau procurement and CIO personnel. Treasury Office of Procurement guidance is located at www.treas.gov/procurement/508. In light of the most common issues, I suggest:

- Use the Decision Tree located at the above Web site to help your customer logically analyze the status of a procurement requirement for Section 508.
- Maintenance contracts of any type are just that: maintenance. They are not a procurement of a new replacement system. Hence, your customer's market research should be directed to finding out who can provide a commercially available Section 508-compliant maintenance service for the installed product. Typically, such maintenance is proprietary to the manufacturer, so if the manufacturer cannot provide Section 508-compliant maintenance, then such maintenance is commercially non-available. The customer should complete the EIT Commercial Non-Availability Certification (see the Web page).
- Too often, folks are mistakenly thinking they must do an EIT Undue Burden Exception Determination & Certification for a commercial product when it does not satisfy Section 508. Instead, an EIT Commercial Non-Availability Certification should be completed. The undue burden document need only be done in such a case if there is a more Section 508-compliant commercial product offered than the one being acquired, and both satisfy minimum government needs.

As you know, this gets rather technical, and this advice is simplistically stated...see the Web site guidance for full details.

Use the Section 508 exceptions as much as possible...especially in light of the expanded scope and activity of national security under the umbrella of the war on terrorism.

Remember always that careful documentation can save you many headaches!

A new Section 508 guidance document on market research is under development for your use.

I am available for case consultation as your needs arise: contact me at richard.miller@do.treas.gov or (202) 622-8136.

DO YOU HAVE WHAT IT TAKES?

by Geoff Gauger



This startling statistic was recently shared by Robert Gandossy of Hewitt Associates at the Talent Management Conference - 80 percent of today's white-collar jobs will be obsolete in just 5 years. As you are keenly aware, information technology is forever changing the way goods and services are being purchased and the procurement profession is rapidly transforming to respond to these changes. What are you doing to develop the skills that will be needed in the future by 21st century procurement professionals?

To help prepare procurement professionals for the future, a team of Electronic Commerce (EC) professionals will be presenting the Treasury Acquisition Institute (TAI) course "***Retooling with Electronic Commerce***". The course was developed to help today's procurement professionals, 1102's, COTR's and program office personnel, to develop the skills and knowledge needed to succeed in today's increasingly technology-based workplace. The course is designed to introduce students to

various aspects of the EC environment that impact the processes used to acquire goods and services within Treasury and beyond. As an added feature, students will gain a more thorough understanding of the capabilities of the E-tools that enable Treasury's procurement organizations to perform with greater efficiencies and effectiveness

The first offering of "*Retooling with Electronic Commerce*" is November 1st. The course will also be offered February 27th and May 16th of next year. Enrollment into this course is taking place right now. Make sure you are not left out by enrolling today!

Visit <http://awss.procurement.irs.gov/tai.htm> for details and registration.

FROM THE PROFESSOR'S DESK

DEVISING INCENTIVES FOR PERFORMANCE-BASED CONTRACTS

by Ronne A. Rogin



For fiscal year 2002, agencies are required to have 20 percent of their "eligible" service contracting dollars obligated against performance-based contracts. "Eligible" service

contracts include *all services*, except construction, architect and engineering services, and utilities.

While the Federal Acquisition Regulation doesn't *require* contracts to include incentives, there are many things we can consider that will not cause the Government to expend additional funds. That's a big concern when our budget allocations are flat or reduced. Here are some suggestions on different types of incentives available for consideration.

There are financial incentives and non-financial incentives. We cannot offer a financial incentive unless the funds are available. Let's explore some of our other choices.

Non-Monetary Incentives

- Offer the opportunity to publish a series of articles for your agency's newsletter. The Government can also issue press releases praising the contractor's performance and touting his innovative approach.
- Promise an outstanding end-of-contract (and/or annual) performance evaluation. This impacts their ability to win future contracts.
- Reduce contract oversight, i.e., fewer inspections. Move from weekly to twice-monthly inspections.
- Pay the contractor more frequently. If the contract has fixed-price line items, consider negotiating a payment schedule that provides more than the line item amount(s). Cash flow is exceedingly important, especially to small businesses.
- Send letters of appreciation to the program manager and/or individuals that have really made a difference. Those letters may translate to bonuses.
- Invite contractors to speak at agency seminars.
- If you have a team of contractors working together on a large project, or if you have some large-business contractors and a partial small business set-aside, consider computing performance metrics to the lowest common denominator. This will "encourage" companies that performed well to mentor the companies that didn't—that's a win-win situation.
- Use FAR clauses that are negotiable to your advantage. These include frequency of payment, responsibility for Government property (e.g., if the contractor is providing high-level service, consider reducing his liability to only those items worth \$10,000 or more), withholding (e.g., negotiate lower withholds if performance is excellent), and the time to submit change proposals or requests for equitable adjustments. During the pre-award and discussion phase, hold the line on these issues so you'll have something to offer during the course of the contract.
- Consider an award-term contract, where the contractor's performance earns points towards having the contract extended or shortened. Any contract so extended must have a bona fide need and current-year funding.

- Consider share-in-savings contracts, where the contractor can earn a negotiated percentage of any money saved. Though this incentive does involve money, it does not require additional funding from the program office. However, full funding must be provided in case projected savings do not accrue. (Legislation is pending that may change this rule.)
- Use trade space to your advantage in areas like intellectual property rights, access to decision-makers, warranties, residual inventory, availability of Government-furnished property, etc.

Consider gain-sharing or some other bonus for the Government program manager, or at the very least, tie his/her performance appraisal to the success of the project. Vendors have observed that when Government employees have no stake in the success or failure of their projects, exemplary performance may gain the contractor nothing.

Also consider sharing the risks with the contractor. In fixed-price contracts, we ask the contractor to assume *all* the risk. With performance-based contracting, particularly in the area of share-in-savings contracts, we can consider taking on some risks. The business case analysis and discussion with the contractor will aid in determining the appropriate use of risk sharing; if we share in the risks, we will also share in the rewards, as the Government-industry partnership works towards mutually beneficial goals.

Monetary Incentives

The basic mechanism for monetary incentives is well described in the OFPP handbook on performance-based contracts, and in other available documents. Here are some things to consider when devising your own incentives.

- Fixed-price contracts have built-in incentives—the more efficiently the contractor performs, the higher his profit margin will be. But that may not be enough of an incentive.
- Make sure that the incentive offered does not cost the contractor more than the incentive amount. One contractor reported it would have cost him \$8,000 to earn a \$2,000 incentive.

- Weight incentives, whether positive or negative. If a contract has multiple customers, a formula can be applied so that the small customers get as much attention as the larger ones.
- Accelerated performance can be incentivized, if funds are available and the benefit is worth the cost.
- Ensure that the contract has both positive and negative incentives. Those contracts where the contractor can only have his monthly invoices reduced are not very motivating.
- During the market research phase, talk to potential offerors to learn what incentives will be most meaningful to them. This is a great way to start a business relationship. Draft RFP's can be used for much more than just the traditional request for comments—they can actually help shape the solicitation, clearly define the desired results, and include the appropriate incentives.

Hopefully, this has provided some food for thought. Put on your “creative thinking” hat and find a way to motivate our contractors to provide the best services money can buy.

CARD SERVICES PROGRAM NEWS

GSA SMARTPAY CONFERENCE 2001

by Patricia M. Wolfe

During the week of August 13-17, more than 2,500 attendees from around the world gathered in Miami Beach, Florida for a "Fresh Perspective" on the Government Card Services Program. The 3rd Annual GSA SmartPay Conference attracted agency coordinators, financial managers, contracting professionals, program managers, and representatives from the JWOD, NISH, and UNICOR programs. Department of the Treasury was well represented with attendees from most of its bureaus and many field offices.

Donna Bennett, Director of GSA's Federal Supply Schedule (FSS) Program, with oversight responsibility for the GSA SmartPay Program, opened the conference by acknowledging that the

Government Card Services Program had been under intense scrutiny by third parties during the past year. However, she quickly pointed out that reductions in delinquencies at all levels had greatly improved in the last six months. Ms. Bennett stated that purchase card sales were up more than 15%, travel card sales were up more than 6%, the FSS had 9,000+ contractors, and that all information on the FSS could now be accessed through GSA Advantage. She reported \$16 Billion in annual sales. Ms. Bennett pointed to expanded use of the card for orders against existing contracts such as FSS and Blanket Purchase Agreements, higher limits on the card as payment vehicles for existing contracts, more cooperative work with JWOD and small business programs, and new technologies.

Dr. James Mapes gave the opening keynote address. This actor/psychologist/clinical hypnotist/author kept the audience engaged (but not hypnotized) in his lively and thought-provoking presentation as he provided a different look at managing change. Can you identify with any of these "quotable quotes?"

"Creativity is first of all -- destruction of old beliefs"

"Two words that stop rapport -- but and however"

"Dialogue is free flow of ideas without judgement"

"Making the Invisible - Visible"

"No big change comes without pain or loss"

"Fear Controls Behavior"

"Building teams is like moviemaking - team must be united"

"We will always move in the direction of our top core values"

"Positive thinking is not always enough to deal with change"

"Positive thinking does not work for negative thinkers"

"We must state (in our own minds) what we want - not what we *don't* want"

"If you can't do it, fake it!"

As Donna Bennett said in her opening remarks, "Oversight is simple, but it is not easy." GSA and the five banks participating in the GSA SmartPay Program attempted to make oversight

easier by providing a variety of training workshops for the attendees. Treasury's contractor, Citibank, focused on "hands on" sessions dealing with its electronic access system, CitiDirect, and its new "AdHoc Reporting" capability as well as a series of "Best Practices" panel discussions for the purchase and travel card programs. Treasury was touted as one of Citibank's "poster" agencies, and three Treasury staff members were invited to serve as members of best practices panels. Panel members included: Walt Fletcher of the Office of Comptroller of the Currency; Jill Daly of the U. S. Mint, and Patricia Wolfe of Treasury's Departmental Offices. Martha Lanigan, Treasury's Card Services Program Manager, facilitated the panel discussion on best practices for the travel card program. Martha was recognized for her outstanding efforts in developing a web-based Travel Card Training Program while on a recent detail to GSA. The -training program is now on the web and complements the purchase card-training program already available on GSA's web site.

GSA also led a series of workshops giving agency coordinators a brief overview and a better understanding of how the GSA Master Contract and their agency task orders work. GSA took this opportunity to introduce its new "E-Buy" and a more "user friendly" GSA Advantage web site to attendees. E-Buy is an internet based electronic "Requests for Quotes (RFQ)" solution designed to facilitate the request for and submission of quotes for a wide range of commercial products and services that are offered by contractors listed in GSA Advantage. Buyers may attach documents such as statements of work as they post their RFQ. For more information, contact GSA at gsa.advantage@gsa.gov or call 1-877-472-3777.

The MasterCard Association (Treasury's provider) introduced its "unique-in-the-industry" capability with the release of its online MasterCard Enhanced Merchant Data Reporting System. The system provides a full range of reports including 1099 Tax Status, Small Business, Socioeconomic Categories, and Transactions by acquisition category (\$0-\$2,500; \$2,500-\$25,000; \$25,000-\$100,000). For more information, contact Eva Robinson, VP Public

Sector Payment Solutions at 1-800-704-2390 or visit www.mastercard.com/gov.

Always heartwarming and inspiring, representatives from JWOD held several workshops to introduce agency coordinators to the products offered by the National Industries for the Blind and NISH. They provided a video presentation for the luncheon program. To obtain a copy of the video for training programs, the new JWOD catalog, the JWOD Buyer's Guide, or other JWOD promotional products, call 1-800-433-2304. The items will be shipped to you. You may also visit JWOD's web site at www.jwod.com to order supplies and products directly. The Seattle Lighthouse for the Blind exhibited for the first time and provided a first-hand look at some of their new products such as plaques for awards and beautifully made wooden desk accessories. The Seattle Lighthouse for the Blind is best known for making quality business cards at affordable prices. Treasury management has recently authorized the use of appropriated funds for business cards, and the Lighthouse accepts the Government purchase card. For Ordering Information: Call (800) 799-0402. My visit to the Chicago Lighthouse for the Blind during the 2nd Annual GSA SmartPay Conference in 2000 left a lasting impression of the courage and determination of the individuals involved and of the importance of our support.

The first GSA SmartPay Conference was held at the Opryland Hotel in Nashville in 1999 with an attendance of approximately 1,800. The conference grew to well over 2,000 attendees in Chicago in 2000 and grew again this year with more than 2,500 people coming together to share ideas and solutions on this important and continually growing program. For your planning purposes, the 2002 conference will be held in San Francisco, California. See you there??

Card Services Program Changes

by Joan Tuenge

Martha Lanigan, long-time Treasury employee with over 33 years of government service, retired on September 4th. Martha is most notably recognized for her role as Treasury's Card Services Program Coordinator. She has seen the program grow from

its infancy, successfully leading us through a transition to our current Citibank contract. Many of you with whom she has worked closely over the years turned out to wish her well at a lovely reception at the Hotel Washington Rooftop restaurant. Good Luck, Martha, and Happy Retirement!!

We are also pleased to announce that Mary Lou Alderman is our new Card Service Program Coordinator. Please join me in giving her your support as she works to continue our successful program!

WHAT'S UP IN THE BUREAUS?

At DEPARTMENTAL OFFICES PROCUREMENT SERVICES DIVISION

WIRELESS PROGRAM SUPPORT

by Dale Wakefield

Procurement Services Division (PSD) recently awarded four Treasury-wide contracting vehicles in support of the Wireless Programs. Each Treasury office/bureau has been given the authority to utilize these contractual instruments. As more orders are placed against these vehicles, better prices through quantity are available.

Metrocall Inc. was issued an IDIQ contract for Pagers. The contract includes options to lease or buy pagers. The pagers include features for numeric, alpha-numeric, two-way, local, and nationwide coverage. The pricing structure was established so that Treasury will receive price quantity price discounts as more pagers are ordered.

For Cellular Phones, PSD issued 3 agreements - one with AT&T, one with Verizon Wireless and one with Nextel. These agreements allow Treasury offices to either issue orders against GSA vehicles or utilize credit cards to obtain cellular phone services. Again, as well as price discounts, a number of the current market features are available.

Only the Nextel Phones offer the "Push-to-Talk" capability several Treasury offices require.

For information on these vehicles, please contact Dale Wakefield, 202-622-9391. Fax 202-622-2343, or e-mail: dale.wakefield@do.treas.gov.

At IRS



STEVE VANDERLINDEN IDA USTAD AWARD WINNER

IRS employee Steve Vanderlinden has been named as the winner of the 2001 Ida Ustad Excellence in Government Acquisition Award. Named for the late Associate Administrator for Acquisition Policy at GSA, the award recognizes Steve for skill and leadership in awarding a contract to provide nationwide tax seminars for the benefit of the tax practitioner community. In the solicitation, Steve encouraged prospective vendors to be creative in their approach to the technical and financial aspects of the project. The eventual award yielded low cost with dynamic and creative results. In his dealings with both the program office and prospective contractors, Steve operated as a seasoned business advisor keeping the project going forward through a complicated IRS reorganization. Steve's professional skills, developed over many years of commitment to professional development, allowed him to conduct his dealings with the vendor community in an open and candid manner, and certainly made him deserving of this prestigious award.

At SECRET SERVICE

by Jeff Rosenfeld

The end of the fiscal year is an extremely busy time for the Secret Service. As year end approached we got involved in the IMF/WB Conference in Washington, which was eventually canceled, and the Winter Olympics next February. The Secret Service is always heavily involved in protective aspects these kinds of events, and works with other law enforcement agencies to make them as safe as possible.

As to the Procurement Division, we have added more staff during the past few months, and are excited about our new look. We now have experienced Contract Specialists, mid level Contract Specialists and interns. We firmly believe that it is important to hire at all levels, so that there is a constant flow of new and mature procurement talent within the Division. We believe that this will support the Secret Service procurement function for many years.

At OCC

by Mike Stafford

On October 1, 2001, OCC went live with its \$SMART ("smart" Management and Accountability Reporting Tools) system. The system consists of the IPRO acquisition module (now a SAP product) integrated with PeopleSoft Federal Financials. This new system brings the Acquisition Management Division new capabilities like electronic requisitions, real time budget checks and recording of obligations, and current contract fund status. The IPRO module also allows more consistency in contract drafting. The \$SMART system will draw its vendor information from the DOD Central Contractor Registration (CCR) system and OCC is the pilot Bureau for CCR usage. Subsequent phases of the implementation will automate the requisition approval process and integrate an Asset Management module.

TRAINING AND CAREER DEVELOPMENT

THE TREASURY PROCUREMENT INTERN PROGRAM

Meet Our Interns

Hi I am Sheryl Smith a Native Washingtonian, new, but no stranger to the Department of the Treasury. My mother worked and retired from the Bureau of Engraving and Printing. Being nurtured in a political city, I graduated from the University of the District of Columbia with a BA in Urban Studies, a field in which I learned to improve the lifestyle of people and appearance of an area. Because of my belief that a healthy environment makes healthy people, I enrolled in a 15 week Internship with the National Wildlife Federation, Schoolyard Habitat Program. Upon completion I was awarded two grants – a grant funded by the Sandy Springs foundation to train academic staff to utilize a \$75,000 schoolyard landscape and garden as an educational tool. And a second grant funded by the U.S. Department of Agriculture to teach D.C. students urban-environmental studies and gardening. The DC public school became the first and only school to this date certified by the NWF, joining in over 7,000 nationwide. This is a feat with which I am proud to be associated. Currently I am completing a certificate in Environmental Law and Public Policy. I am looking forward to continuing my education in procurement through the Treasury Procurement Intern program. I was introduced to contracting through the Library of Congress, National Library Service for the Blind and Physically Handicapped, Talking Book Program, audio books on tape. After 10 years I left NLS fluent in Sign Language, understanding Braille, appreciation of books for everyone, and working in a diversified workplace.

WANTED: NEW TREASURY PROCUREMENT INTERNS

The Treasury Procurement Intern Program is growing again. Even as this article is being written Office of Personnel Management is readying the announcement that we are seeking additional bright enthusiastic people to become the Treasury procurement leaders of tomorrow. If you know anyone who might be interested, call Mary Lou Alderman at 202 622-0803. She'll send them a copy of the announcement as soon as it is published.

NEW CAREER MANAGEMENT HANDBOOK AVAILABLE

The newly revised *Department of the Treasury Acquisition/Business Career Management Program Handbook* has been approved by Corey Rindner, the Treasury Senior Procurement Executive. It is posted at the Office of Procurement website at: <http://www.treas.gov/procurement/training/careerhandbook2001.doc>. Take a few minutes to read this document, you'll probably be glad you did.

NATIONAL CONTRACT MANAGEMENT ASSOCIATION DEGREE PROGRAM ANNOUNCED

by Neal Couture, NCMA

NCMA, in collaboration with eSocrates, Inc., NCMA's e-learning provider, is pleased to offer a new, unique Degree Completion Program, in Partnership with Elizabethtown College. EXCEL is a non-traditional, external degree program administered through the Center for Continuing Education and Distance Learning at Elizabethtown College. Elizabethtown College is a nationally recognized, 110 year old accredited liberal arts college in central Pennsylvania.

A Bachelor of Professional Studies (BPS) with major in eCommerce Business Administration can be earned through the EXCEL program. The program is designed specifically for adults who have a minimum of 7 years of work-related experience, 50 college credits completed (about 2 years of college courses), a clear sense of career goals, and strong academic ability. This program employs the assessment of experiential learning as a significant element in fulfilling degree requirements. Participants can meet necessary credit requirements by taking online courses from the eSocrates curriculum, such as Internet Entrepreneurship, eBusiness in the Global Economy, Knowledge Management, eBusiness Information Skills, and more. EXCEL is not a correspondence program. It has significant online learning components and an optional day-long seminar at Elizabethtown College campus.

For detailed course descriptions, EXCEL program registration form, or to register for a course, please go to www.ncma.esocrates.com/. The NCMA point of contact for this program is Neal J. Couture, Director of Professional Development, 800/344-8096 x423 couture@ncmahq.org. The e-Socrates point of contact is Ms. Bo Kim, 610-770-8946 bo@esocrates.com.

PEOPLE IN THE NEWS

The **Procurement Services Division** welcomes on-board several new employees. Mary Miron from the U.S. Customs Service, Steve Gordon from the Bureau of Alcohol, Tobacco and Firearms, Tom McLean from the Air Force, Office of Scientific Research Acquisition Division, Ester Carey from NARA and Mike Walsh from the U.S. Mint have all joined PSD to support the International Programs Branch. In addition, Rebecca Barth from NASA and Jean Carter from DCMA have joined PSD to support the DC Pensions project and Administrative Programs respectively.

OCC has also made a number of recent new hires. Celeste Rueffert, Brett Blake, Marva Beazer, Cheryl Sivertsen, Cheryl Battle, and their intern from Puerto Rico, Carmen Nieves, are all new additions to the OCC family.

Office of Procurement reports that Martha Lanigan retired on September 4 and that Ronne Rogin is among NCMA's newest Certified Professional Contract Managers!

BEP had two retirements at the end of September. Both Karen Reid and Cherie Breeden have both started their post-Federal career lifestyles.

VACANCY ANNOUNCEMENTS

For current Treasury vacancy announcements, visit <http://www.usajobs.opm.gov/a9trecon.htm>